

**VILLAGE OF INDIAN HEAD PARK, ILLINOIS**  
**201 Acacia Drive**  
**Indian Head Park, Illinois 60525**

**BOARD OF TRUSTEES**  
**OPEN SESSION MINUTES**

**March 10, 2016**

***“Pursuant to 5 ILCS 120/2.06(3) minutes of the public meetings shall include, but need not be limited to a general description of all matters proposed, discussed, or decided and a record of the votes taken.”***

**CALL TO ORDER:** Mayor Tom Hinshaw

The regular meeting of the Village of Indian Head Park Board of Trustees was held on Thursday, March 10, 2016 at the Municipal Facility, 201 Acacia Drive and was convened at 7:30 p.m. by Mayor Hinshaw.

**ROLL CALL:** Laurie Scheer, Village Clerk

**PRESENT (and constituting a quorum):**

Trustee Wittenberg  
Trustee Farrell Mayer  
Trustee Metz  
Trustee O'Laughlin  
Trustee Lopez

**ABSENT:**

Trustee Mann

**ALSO PRESENT:**

John DuRocher, Village Administrator  
Maureen Garcia, Treasurer  
Patrick Brankin, Counsel, Schain, Banks, Kenny & Schwartz  
Ray Leuser, Interim Chief of Police  
Erica Stewart, Director of Finance/Administration  
Edward Santen, Public Works Superintendent

**RESIDENTS – 14**

**PLEDGE OF ALLEGIANCE** recited

## **MAYOR'S REPORT:**

There are two employment opportunities available within the Village. We are currently looking for a utility billing clerk and a part-time police chief. The utility billing clerk position can be found on the Village website.

The communications committee is looking for volunteers. Please contact either Trustee Farrell-Mayer or Trustee Lopez if you would like to be involved with the communications committee. If you are interested in any of the other Village committees, please let a Trustee, Mr. DuRocher or Mayor Hinshaw know which committee you are interested.

**MOTION TO ACCEPT CONSENT AGENDA ITEMS A THROUGH C AS PRESENTED (APPROVAL OF BOARD MEETING MINUTES I. Revised January 14, 2016 Regular Meeting II. February 11, 2016 Regular Meeting B. APPROVAL OF PAYABLES FOR THE PERIOD ENDING FEBRUARY 29, 2016, in the amount of \$267,198.61 (Trustee Metz) C. APPROVAL OF FINANCIAL REPORT - Month Ending 2/29/2016 (Treasurer Garcia) D. Reappointment of Robert Tantillo to the Planning and Zoning Commission for a three (3) year term ending March 10, 2019) moved by Trustee Lopez; seconded by Trustee Wittenberg. Motion carried by voice vote.**

**MOTION TO APPROVE CONSENT AGENDA ITEMS A THROUGH C AS PRESENTED (APPROVAL OF BOARD MEETING MINUTES I. Revised January 14, 2016 Regular Meeting II. February 11, 2016 Regular Meeting B. APPROVAL OF PAYABLES FOR THE PERIOD ENDING FEBRUARY 29, 2016, in the amount of \$267,198.61 (Trustee Metz) C. APPROVAL OF FINANCIAL REPORT - Month Ending 2/29/2016 (Treasurer Garcia) D. Reappointment of Robert Tantillo to the Planning and Zoning Commission for a three (3) year term ending March 10, 2019) moved by Trustee Wittenberg; seconded by Trustee O'Laughlin. Motion carried by roll call vote (5-0-0). Trustees Wittenberg, O'Laughlin, Farrell-Mayer, Metz and Lopez voted yes; Trustee Mann absent.**

**AUDIENCE COMMENTS:** Bob Bersin addressed the Board regarding Acacia Residents' questions. *Water meter replacement schedule?* The schedule will come out in April. *Who will be reading the old meters?* The installer will record the readings of the inside and outside meters. The homeowner will sign off on the readings. The inside reading will be the official reading. *What if resident is under the minimum usage for the last two years?* The resident will have accrued a credit if the outside is showing less than the inside meter. Bob Kubiak *What happened to the money budgeted for infrastructure upkeep and repair?* There wasn't money set aside for this year. The fixed fee charged is for the supply service to your home whether used or not. There is a similar fee for sewer service. The Capital Plan is available online. *Are the savings noted from prior year's expenditures or cuts?* They are savings. An example is the Village changing legal firms. Ron Skwarek *The night of the Village awareness meeting there were only two officers on duty for 4000 residents. Can you address the manpower issue?* We have been reviewing the metrics and allocation of manpower in the department. Once we get the new chief fully engaged we will be reviewing where we need increase staff, spend additional money and which shifts need additional patrols. There will be a separate session once the new chief is on staff.

## **BUSINESS AGENDA ITEMS:**

- A. Seaspar Presentation** – Susan Friend, Executive Director. SEASPAR is recognized as a special recreation association by the Illinois Association of Park Districts and is an extension of the services of its member entities. Indian Head Park has been a member for 38 of the 40 years it has been in existence. Information on SEASPAR can be found at [www.seaspar.org](http://www.seaspar.org)
- B. Motion to Accept Ordinance 2016-04 (an Ordinance Providing for Acceptance of an Agreement Authorizing the Approval of an Intergovernmental Mutual Aid Agreement Through the Illinois Law Enforcement Alarm System by the Village of Indian Head Park, Cook County, Illinois)** moved by Trustee Wittenberg, seconded by Trustee O’Laughlin. Motion carried by roll call vote (5-0-0). Trustees Wittenberg, O’Laughlin, Farrell-Mayer, Metz and Lopez voted yes; Trustee Mann absent. Attorney Brankin explained the updated agreement.
- C. Motion to Accept Ordinance 2016-06 (An Ordinance Waiving Bids Awarding a Contract and Authorizing the Issuance of a Notice of Award for Well #3 Repair and Improvements for the Village of Indian Head Park, Illinois)** moved by Trustee Wittenberg, seconded by Trustee Farrell-Mayer. Motion carried by roll call vote (5-0-0). Trustees Wittenberg, O’Laughlin, Farrell-Mayer, Metz and Lopez voted yes; Trustee Mann absent. Village Administrator DuRocher explained the repair work needed to the well and the reason to waive the bidding process.
- D. Motion to Accept Ordinance 2016-07 (an Ordinance Dissolving the Village of Indian Head Park Emergency Telephone System Board by the Village of Indian Head Park, Illinois)** moved by Trustee Wittenberg, seconded by Trustee O’Laughlin. Motion carried by roll call vote (5-0-0). Trustees Wittenberg, O’Laughlin, Farrell-Mayer, Metz and Lopez voted yes; Trustee Mann absent. Attorney Brankin explained the Ordinance and agreement. Discussions regarding 911 service land line v. mobile service.
- E. Motion to Accept Ordinance 2016-08 (an Ordinance Amending and Re-Adopting the Comprehensive Plan of the Village of Indian Head Park, Illinois)** moved by Trustee Farrell-Mayer, seconded by Trustee Metz. Motion carried by roll call vote (5-0-0). Trustees Wittenberg, O’Laughlin, Farrell-Mayer, Metz and Lopez voted yes; Trustee Mann absent. Trustee Farrell-Mayer discussed and briefly explained how the Plan will be implemented.

## **BUDGET DISCUSSION – Village Administrator DuRocher**

Mr. DuRocher reviewed the 2016/2017 Budget. Discussions between Residents, Mr. DuRocher and the Board were held.

## **TRUSTEE UPDATES/REPORTS:**

Trustee Farrell-Mayer left the meeting at 9:00 p.m.

Trustee Lopez – *Special Projects/Communications* – Updated the Board on the progress of the new website and work being done with Civic Plus. The website will be live by the end of July, 2016.

Trustee O’Laughlin *Parks and Recreation/Finance/Police/911* – Countryside had their inaugural St. Patrick’s Day parade. Indian Head Park participated in the event. A “Fun Committee” has been formed. To date there are 10 volunteers who will be helping with events. The first event they are working on is the Easter Egg Hunt.

Trustee Wittenberg *Police Department/911/Economic Development/Planning & Zoning* – If you are interested in being on the “Fun Committee” please contact either Trustee O’Laughlin or Trustee Wittenberg.

Trustee Metz – *Finance/Economic Development* – Next Finance Committee meeting is March 16, 2016 at 7:00 p.m.

**VILLAGE CLERK:** *No Report*

**TREASURER’S REPORT:** *No Report*

**ATTORNEY REPORT:** *Patrick Brankin No Report*

**ADMINISTRATOR REPORT:** *Mr. DuRocher No Report*

**STAFF REPORTS:**

Ed Santen *Public Works* – Strand completed manhole inspections. The report should be ready soon. We will review the report with the engineers and plan the repairs needed for this fiscal year.

The two new Public Works employees, Thurston Harper and Alvaro Gonzalez are working out well. Spring cleanup has begun. The new employees will be starting safety training and water department training.

Questions have been raised regarding the water quality of the Village’s water. The water is tested in accordance with all established guidelines. Information regarding the Village’s water can be found on the website and at the Illinois Drinking Water Watch. The well that is currently out of service will be tested once it is back in service.

Interim Chief Leuser *Police Department* – No Report

**Motion to Close Open Session and Enter into Closed Session Pursuant to Illinois Statutes to Discuss the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Employees of the Public Body or Legal Counsel of the Public Body Specifically 5 ILCS 120**

**Section 2(c)(1) and Pending Litigation 5 ILCS 120 Section 2(c)(11)** at 9:26 p.m. moved by Trustee Metz, seconded by Trustee Wittenberg. Motion carried by roll call vote (4-0-0). Trustees Wittenberg, O'Laughlin, Metz and Lopez voted yes; Trustees Mann and Farrell-Mayer absent.

**Return to Open Session Roll Call at 10:34 p.m.**

**Present:**

Mayor Hinshaw

Trustee Wittenberg

Trustee O'Laughlin

Trustee Metz

Trustee Lopez

John DuRocher, Village Administrator

Patrick Brankin, Counsel, Schain, Banks, Kenny & Schwartz

**Motion to Adjourn the Regular Meeting at 10:34 p.m.** moved by Trustee Metz, seconded by Trustee O'Laughlin. Motion carried by voice vote (4-0-0). Trustees Wittenberg, O'Laughlin, Metz and Lopez voted yes; Trustees Mann and Farrell-Mayer absent.

Submitted by Laurie Scheer, Village Clerk